

Request for Qualifications/Request for Proposals

Orbisonia Heights Site

Within the Pittsburg/Bay Point
BART Station Specific Plan Area
Bay Point, CA

Contra Costa County

Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

~~December 2016~~ Revised March 2017

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I. Summary of the Solicitation Request

A. Introduction

The Contra Costa County Housing Successor to the Redevelopment Agency (“County”) is seeking a master developer for the Orbisonia Heights site, located adjacent to the Pittsburg/Bay Point BART Station and State Highway 4 in unincorporated Contra Costa County. The site is an excellent location for a high density residential mixed-use, transit-oriented development and represents an exciting opportunity for the County to enter into a public/private partnership with an experienced developer.

The 7.6-acre Orbisonia Heights site is vacant and includes existing public streets within the site. The site abuts Ambrose Park, and vehicular and pedestrian access to the Park passes through the site. The site is included within Development Zone II and Area 4 of the Pittsburg/Bay Point BART Station Area Specific Plan (“Specific Plan”). The site is also within the former Redevelopment Agency’s West Pittsburg (Bay Point) Redevelopment Project Area Plan. Following the dissolution of redevelopment in California, the subject site has been determined to be a housing asset and thus an asset of the County.

The purpose of this solicitation process is to select a qualified developer with proven experience, financial resources and professional expertise to deliver a high quality, residential mixed-use development for the Orbisonia Heights site. The process will be conducted in two phases, first with a Request for Qualifications (“RFQ”) and then a Request for Proposals (“RFP”). The County anticipates that it will enter into exclusive negotiations for development of this site, culminating in a Disposition and Development Agreement (“DDA”) with the selected developer.

B. RFQ/RFP Process

The County will conduct a two-phase screening and selection process. The RFQ phase is designed to assist the County in selecting a small number of the most qualified developers with the capacity to plan, finance and implement the project. During this first phase, the County will learn about the development teams’ previous experience with residential mixed-use development, financial capacity to fund the project, and general development approach and concept for the Orbisonia Heights site. A Selection Committee will review team qualifications and develop a short list of top candidates who will be invited to participate in the second proposal phase.

During the RFP phase, selected developers will be asked to submit a more detailed development proposal for the Orbisonia Heights site in keeping with the goals and design criteria described in this solicitation. The Selection Committee will then evaluate these proposals and recommend the top development team for County Board of Supervisors approval. The Committee may also potentially recommend an alternate team, in case negotiations with the first team are not successfully culminated. The County expects to enter into an exclusive agreement to negotiate a DDA with the selected developer. In the course of the exclusive negotiations, the County will negotiate all aspects of the development program including the method of land disposition or lease and the provision of any County assistance.

The following selection criteria will be used during the qualifications process (see further detail in Section III and IV of this solicitation):

- Overall quality of the team as shown by their previous experience as well as that of their principals and participants;

- Expertise in developing high-quality, multifamily residential and mixed-use projects of similar scope and scale;
- Expertise in developing transit-oriented development;
- Caliber of proposed design professionals;
- Experience in successfully structuring and implementing innovative public/private partnerships;
- Experience with local development;
- Participation of minority-, women- and veteran-owned businesses;
- Financial capability and capacity to undertake the project.

Notwithstanding its intention to select a developer and negotiate a development agreement, the County reserves the right to reject any and all proposals submitted.

Developer Selection Committee

The County has chosen the following members for the Developer Selection Committee (listed in alphabetical order by last name):

- Maureen Toms, Deputy Director, Contra Costa County Department of Conservation and Development
- Vincent Manuel, District 5 Supervisor's Office
- Two members of the Bay Point Municipal Advisory Council
- District 5 Board of Supervisors Staff
- Reed Kawahara, Keyser Marsten Associates

In addition to these members, other County staff and professional advisors retained by the County will be involved in the developer selection process.

C. Submittal Schedule

Important Dates

RFQ/RFP Released	December 29, 2016
Informational Meeting for Interested Developers	January 26, 2017
RFQ Submittals Due	February 3 <u>17</u> , 2017
Selection Committee requests RFP from short-listed developers	February 24 <u>March 17</u> , 2017
RFP Submittals Due	April 21 <u>May 17</u> , 2017
County Board of Supervisors Selection of Finalist	May 23 , <u>June 20</u> , 2017

The precise submittal due date, time and instructions are included in the cover letter to this RFQ/RFP.

The County may amend this schedule with written notice to all proposers.

Further information on the selection process is provided in Section IV of this RFQ/RFP.

Submittal Information

All submissions of qualifications, proposals, and inquiries should be directed to:

Maureen Toms, Deputy Director

Contra Costa County Community Department of Conservation and Development

30 Muir Road

Martinez, CA 94553

Phone: 925-674-7878

Fax: 925- 674-7251

Email: maureen.toms@dcd.cccounty.us

II. Description of the Orbisonia Heights Site

A. Project Location and Site Features

The 7.6-acre Orbisonia Heights site is located within the unincorporated community of Bay Point in eastern Contra Costa County. The Pittsburg/Bay Point BART Station Specific Plan area, which includes the Orbisonia Heights site, is 35 miles northeast of San Francisco and 28 miles northeast of Oakland. Regional access is available by BART and by State Route 4, which bisects the Plan area. The Pittsburg/Bay Point BART Station is currently the end of the line in Central/East Contra Costa County. This station is the transition point between the BART rail system and the E-BART system which extends the BART system 10 miles east, to the cities of Pittsburg and Antioch. E-BART service is expected to begin Winter 2017/18. The BART System connects the community to the Diablo Valley cities of Concord, Pleasant Hill, Walnut Creek, as well as many Bay Area job centers such as San Francisco, Oakland, Richmond, Fremont and Pleasanton. State Route 4 is a major east-west freeway that links the Plan area to the rest of the San Francisco Bay Area. It provides connections to Route 24, Interstate 680, and Interstate 80. State Route 4 also links the Plan area to the cities of Pittsburg, Antioch, and Brentwood to the east, and to the city of Martinez to the west. Interstate 680, which is approximately six miles west of the Plan area, provides a connection to the cities along the I-680 corridor including Concord, Walnut Creek, Danville, San Ramon, Dublin, and Pleasanton to the south, and Benicia to the north. Figure II-1 shows the regional context of the site.

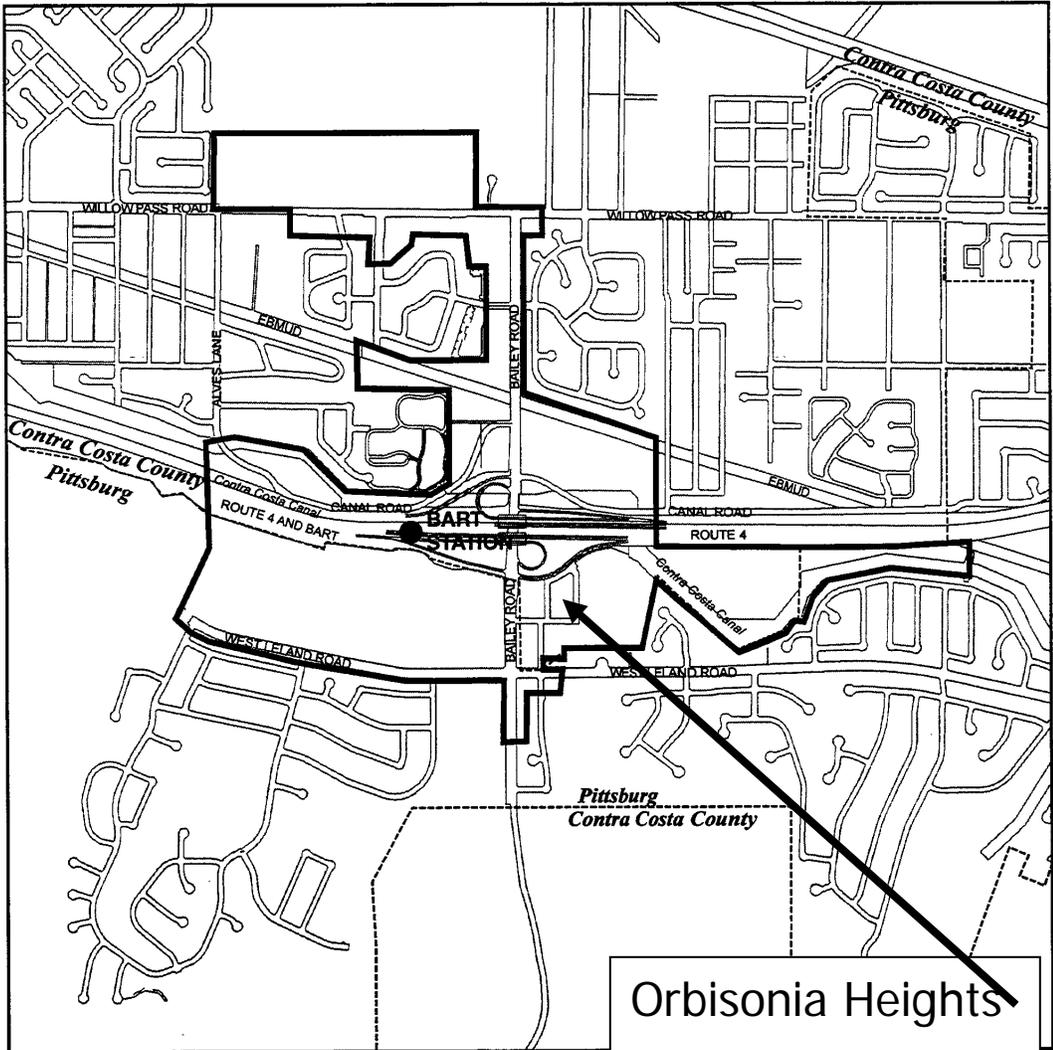
The Orbisonia Heights site is bordered by Bailey Road to the west, Route 4 to the north, Ambrose Park and the Contra Costa Canal to the east and West Leland Road to the south. The site has approximately 730 feet of frontage on Bailey Road and is approximately 670 feet at its deepest point east from Bailey Road. The site consists of 44 total parcels, all owned by the County.

Figure II-2 shows the site's location in the Pittsburg/Bay Point BART Station Specific Plan area. shows the General Plan map of the site. Figure II-4 presents a contour map indicating the topography of the site. Figure II-5 presents an aerial photograph of the site.

Figure II- 1
Regional Context Location Map



Figure II-2
Location Map of Orbisonia Heights Site within Pittsburg Bay Point Area



Source: Pittsburg/Bay Point BART Station Area Specific Plan Public Review Draft, November 1997

FIGURE 3-2
Specific Plan Area

Figure II - 3
General Plan Map of Site

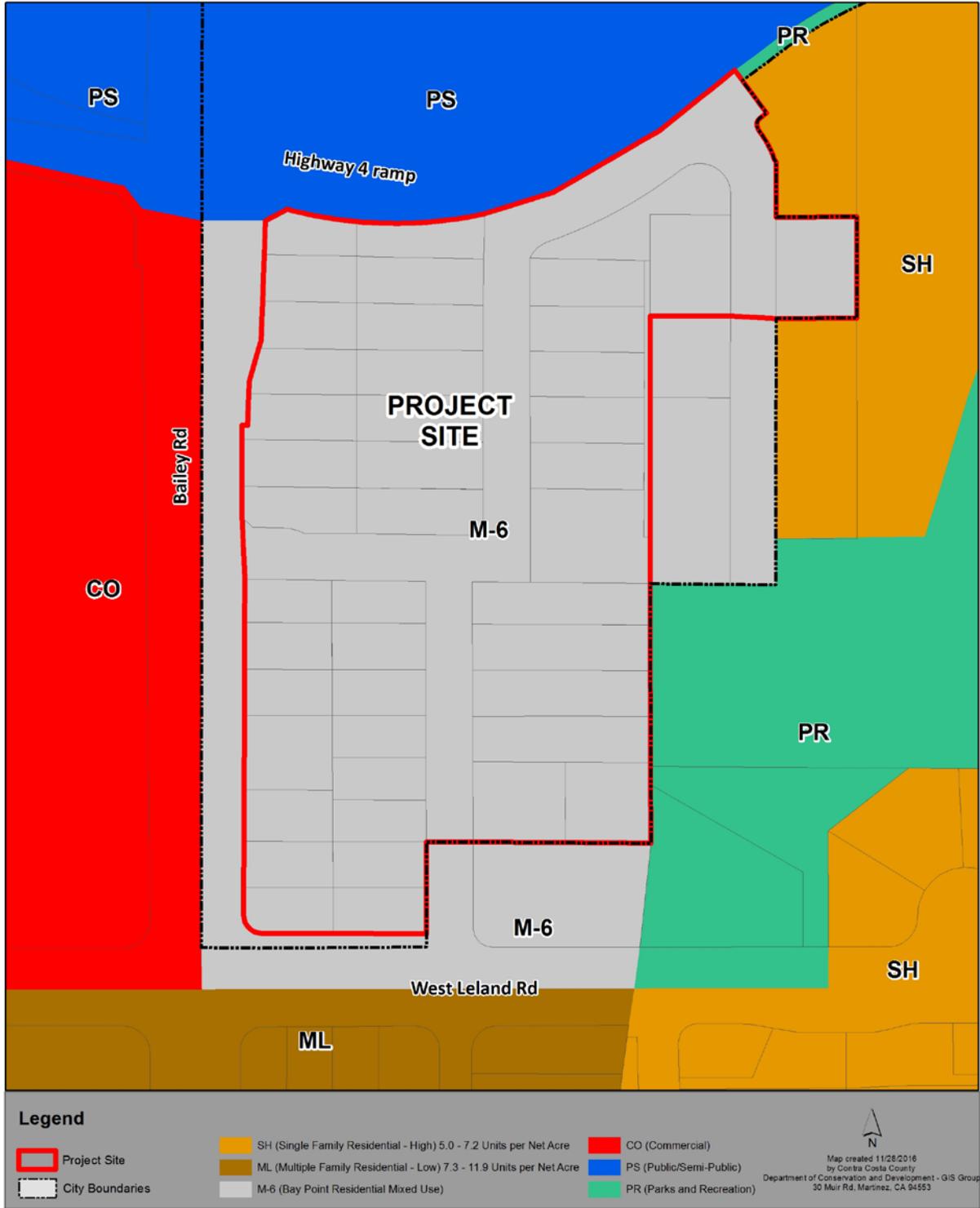


Figure II - 4
Contour Map of Site

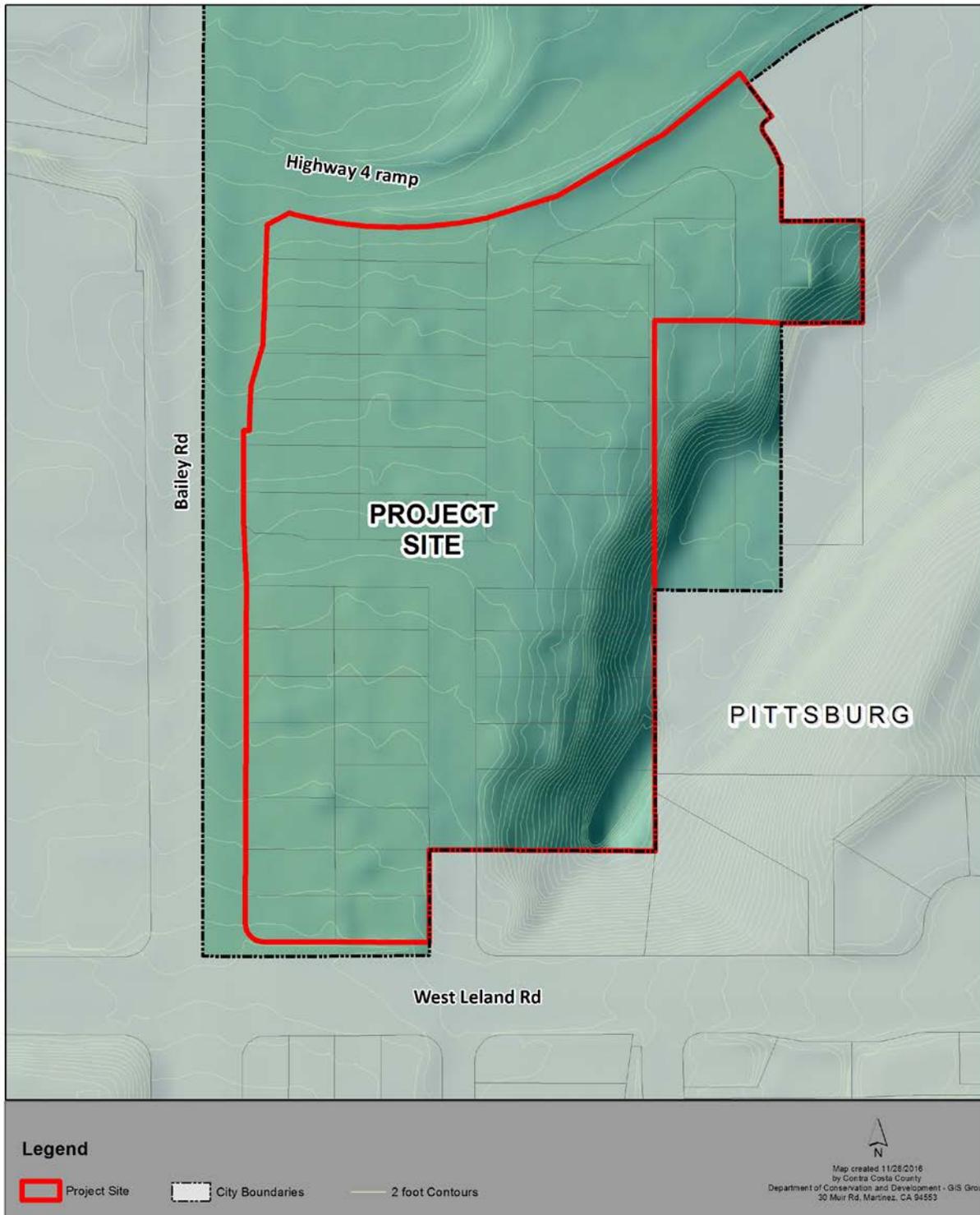
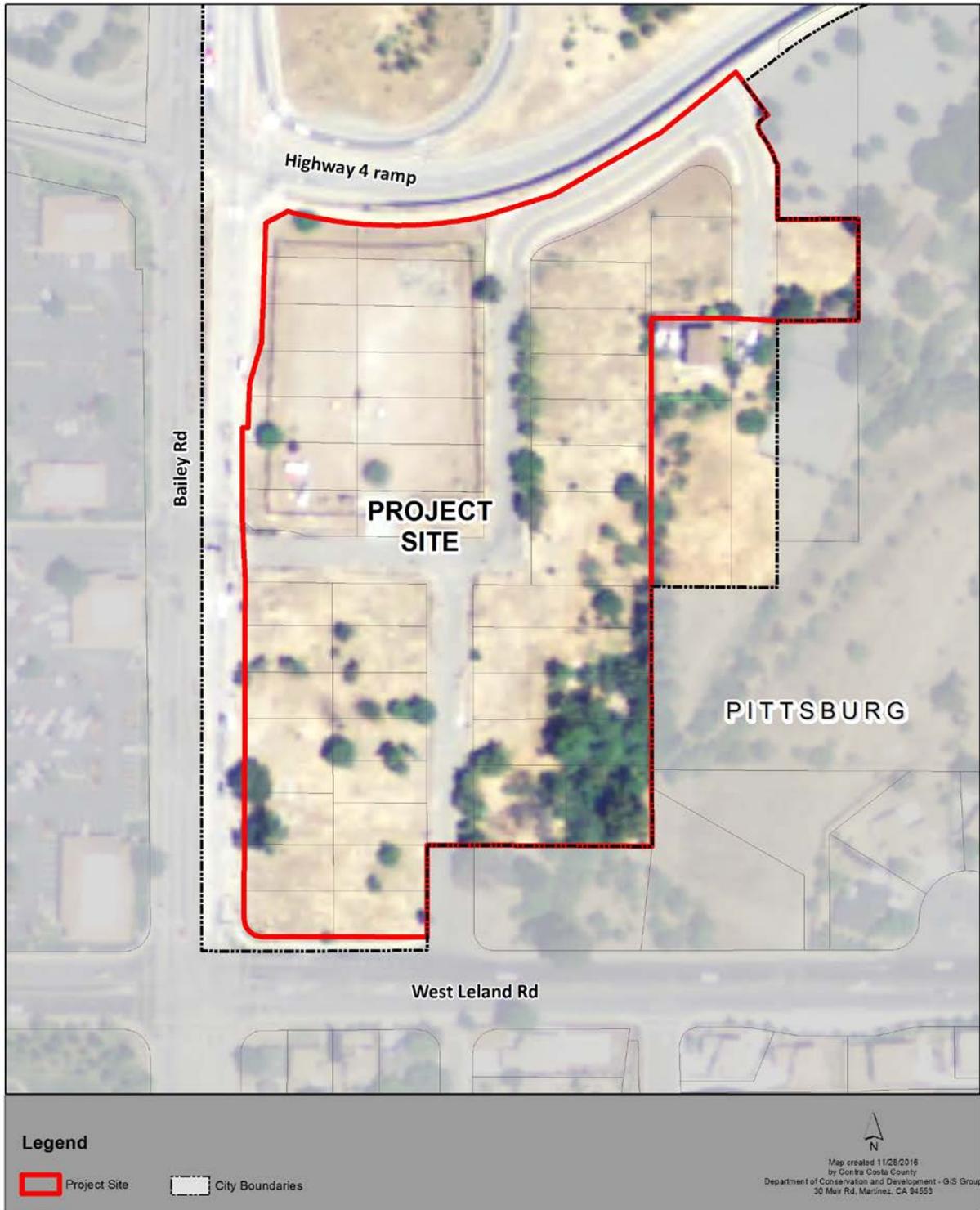


Figure II - 5
Aerial Photograph of Site



B. Adjacent Uses and Transit Access

The Orbisonia Heights site is located to the west of Ambrose Park, which consists of a swimming pool, tot lot, picnic facilities and play fields. The site is located to the east of the Oaks Hill Shopping Center, across Bailey Road. South of the site, across West Leland Road, are residential homes, and State Highway 4 and the Delta DeAnza Regional Trail are at the northern border.

The Pittsburg/Bay Point BART Station is located at the Highway 4/Bailey Road interchange, which is approximately 1,200 ft. from the site. Four Tri-Delta Transit Routes also serve the site. Tri Delta Transit Bus Routes 200, 201, 300, 380, 387, 388, 389, 390, 391,392, 393, and 394 serve the BART station .

C. Specific Plan and General Plan Descriptions and Designations

The site is located within the Pittsburg/Bay Point BART Station Area Specific Plan's Development Zone II and Area 4. The County adopted the Specific Plan in 2002 with the primary land use goals to 1) promote the optimum use of transit serving the area; 2) develop a full range of uses to serve residents and commuters; and 3) improve employment opportunities for local residents.

The Orbisonia Heights site has a Specific Plan land use designation of Residential Mixed Use, and the intent of this designation is to encourage a moderately high density, unified residential development which takes advantage of the area's close proximity to both the BART Station and Ambrose Park. Limited commercial uses are intended as secondary to the residential development and oriented to providing goods and services to neighborhood residents and visitors to Ambrose Park such as eating establishments, dry cleaners, florists, food and liquor shops, personal and business services, personal improvement services, fitness clubs and day care facilities. Park and recreational uses would also be considered as secondary uses for the site.¹

The Specific Plan covers a finite area of approximately 295 acres immediately adjacent to and along major access routes to the BART Station (see Figure II-2). The area north of State Route 4 is occupied by single and multifamily housing, light industrial, and retail commercial uses. The area east of the Specific Plan area is largely composed of single and multifamily housing. South of the Plan area are rolling, undeveloped hills with active agricultural uses and the Keller Canyon Landfill. The area west of the Plan area and south of State Route 4 is open, undeveloped land that will include the San Marco subdivision of approximately 3,000 homes. The area west of the Plan area and north of State Route 4 is predominately single family residential housing. The Concord Naval Weapons Station is approximately two miles west of the Plan area, and Suisun Bay is approximately 1.2 miles due north. Downtown Pittsburg is three miles east of the Plan area.

The Orbisonia Heights site has a General Plan designation of Residential Mixed Use-Bay Point ("M-6"). The Specific Plan and General Plan identify the areas as follows:

- *The Residential Mixed-Use designation ("M-6" on the Land Use map) has been applied to properties in the southeast quadrant of the State Route 4/Bailey Road intersection in the Pittsburg/Bay Point BART Station Area. The intent of this designation is to encourage moderately high density residential*

¹ Based on the Specific Plan, commercial, park and recreational uses are considered conditional uses, require special evaluation and the explicit approval by the governing jurisdiction, including Conditional Use Criteria as appropriate.

development which takes advantage of the area's close proximity to both the BART Station and Ambrose Park. Limited commercial uses are intended as secondary to the residential development and oriented to providing goods and services to neighborhood residents and visitors to Ambrose Park.

D. Area Demographics

In 2010, Pittsburg/Bay Point had a population of approximately 84,000 and an economic base consisting of approximately 15,420 jobs in health, education, and recreation industries, manufacturing, wholesale, transportation, retail and services. The area is expected to experience an increase in population and jobs over the next twenty-five years. By 2040, the population is projected to increase to 117,300 (a 40 percent increase from 2010) and the area is to have approximately 22,020 jobs (a 42.8% percent increase from 2010) according to the Association of Bay Area Governments.²

² *Projections 2013*, Association of Bay Area Government (ABAG).

III. Development Goals and Design Criteria

A. Background

The Orbisonia Heights site offers the County an opportunity to catalyze a well-designed, residential mixed-use development that can be a model for further developments in the area. New development affects the appearance of the Pittsburg/Bay Point Specific Plan area and depending on the quality of design, it may affect the overall feel and character of the County and Pittsburg/Bay Point. The County's commitment to a quality environment extends beyond that of a specific building or site, but to the appropriateness of the development within the overall urban fabric of the community.

B. Development Goals

The County will maintain a flexible posture to enable interested developers to adopt a creative development and design approach to the Orbisonia Heights site. Consistent with public financing requirements, the County will allow the developer flexibility in urban design and phasing in order to achieve a successful development program. The County encourages the submission of a plan for residential mixed-use development on the Orbisonia Heights site utilizing the highest possible standards of design and the least amount of financial participation by the County. Proposals that reflect the integration or inclusion of properties adjoining or near the subject site as part of the development will be given favorable consideration. The County has identified the following intent for potential residential mixed-use development on the Orbisonia Heights site, as listed in the Specific Plan:

The intent of the Residential Mixed Use designation is to encourage a moderately high density, unified residential development which takes advantage of the area's close proximity to both the BART Station and Ambrose Park. Limited commercial uses are intended as secondary to the residential development and oriented to providing goods and services to neighborhood residents and visitors to Ambrose Park.

Development assumptions for the Orbisonia Heights site include 40,000 square feet of commercial space with frontage on Bailey Road or within a plaza, plus 325 residential units based on a density of 65 dwelling units per acre.

C. Land Use Designations

The County has developed a set of land use criteria for the residential mixed-use development of the 7.6-acre Orbisonia Heights site.³ Proposals for its development should either incorporate the following criteria or clearly articulate why an alternative development concept would be more desirable.

1. Permitted Uses

As listed in the Pittsburg/Bay Point BART Station Specific Plan, the primary development emphasis on the site is residential with support commercial uses. Permitted uses include multifamily residential and other similar uses as determined by the Contra Costa County Zoning Administrator.

³ Land use designations, design criteria and guidelines are provided in the Specific Plan document sections 2 and 4, with modifications as of January 14, 2001 provided in Appendix B to the Specific Plan.

2. Conditional Uses

The site has potential for other uses which could provide goods and services to residents and transit riders. These uses would require special evaluation and the approval by the governing jurisdiction as appropriate. Approval of any conditional use would require the governing jurisdiction to make a finding that the proposed use is appropriate to its location near BART, is secondary to and supportive of the residential area, and will not generate traffic that hinders the area. Potential uses are listed below, although other uses will be considered on their individual merits:

- Restaurant
- Delicatessen
- Coffee Shop
- Florist
- Dry Cleaner
- Gift Shop
- Food and/or Liquor Shop
- Personal and Business Services
- Personal Improvement Service
- Fitness Club
- Day Care Facility
- Parks and Recreational Uses

3. Development Intensity

The recommended residential density for the site as designated by the Specific Plan is 65 dwelling units per acre, with a minimum of 40 dwelling units per acre. The higher densities are preferred if the proposed project design is compatible with the Design Guidelines. (See page 2.18 of the Specific Plan and page 4 of Appendix B.)

4. Parking Requirements

Residential off-street parking of 1.3 to 1.5 spaces per dwelling unit is required for the site. Commercial parking of 3.3 parking spaces per 1,000 square feet of net rentable area is also required. The parking standards are lower than typical developments due to the proximity to transit. (See page 2.18 of the Specific Plan)

5. Setbacks

Set back requirements include 10 feet minimum for Bailey Road and 25 feet minimum for West Leland Road. Side and rear property set backs are recommended to be a minimum of 20 feet, however, reduced side and rear setbacks may be allowed to coordinate the development or park use on adjacent properties. (See page 2.18 of the Specific Plan.)

6. Building Heights

Building height requirements allow four stories over parking or a maximum of six stories up to a height of 65 feet. (See page 2.19 of the Specific Plan and page 4 of Appendix B.)

7. Landscaping

A minimum of 25 percent of the site shall be devoted to landscaping. Landscape plans shall be designed to integrate the scale and character of development with that of the adjacent Ambrose Park and Delta DeAnza Regional Trail. (See page 2.19 of the Specific Plan.)

8. Special Requirements

The land use designations for the site also consist of the following special requirements:

- A minimum of 50 percent of the ground floor frontage of any structure along Bailey Road and West Leland Road shall be devoted to commercial uses and/or residential units with a strong orientation to those streets.
- Prior to the development of this area, an exploration shall be made in cooperation with the Ambrose Park District of opportunities to improve the visibility and access to Ambrose Park and/or expand Ambrose Park and/or better relate the residential development and park uses to each other in order to add value to the residential development and to increase perceived security within the Park.
- The minimum project parcel size for multifamily residential development shall be two acres.

(See page 2.19 of the Specific Plan and page 4 of Appendix B.)

9. Affordable Housing

- A minimum of 15 percent of new housing should be affordable to very low income (six percent) and moderate income (nine percent) households. The County prefers a mixed income product and can provide some flexibility to these requirements. If applicable, the developer may also request the County to consider the issuance of Private Activity Bonds for a multiple-family rental project. Such financing would have to meet the County and State requirements for tax-exempt bonds. The County will also work with any selected developer to identify other prospective sources of public financing to assist in addressing the financial gap created by affordability requirements.

D. Design Criteria and Guidelines

The site is a prime developable location near a BART Station. Design of the development should reflect careful consideration to building scale, streetscape and other elements that promote a compatible relationship with the surrounding area. The County would like to emphasize the following general design policies:

- Create a lively neighborhood with a strong sense of community.
- Design new development with interesting facades and an orientation to adjacent streets and pedestrian ways.
- Encourage pedestrian movements to and from the BART Station with pedestrian paths, interesting storefronts and minimal driveway conflicts. Provide a pedestrian friendly and active ground floor level that is sensitive to human scale.
- Parking for commercial uses should be located at the back, sides or underneath buildings with access strategically placed.
- Enhance the visibility and usability of Ambrose Park by improving access and reinforcing the landscape image of the area.

More specifically, pages 4.23 and 4.24 of the Specific Plan outlines the following design guidelines for the Orbisonia Heights site to create a lively residential mixed-use neighborhood:

1. Site Planning

- The predominant character of the development should be residential rather than commercial. Commercial uses should be places on the ground floor of residential structures along the Bailey Road frontage.
- Provisions should be made to integrate the De Anza Trail into the parcel's site planning.
- Efforts should be made to site some units facing Ambrose Park.
- Pedestrian linkages should be provided to Ambrose Park.

2. Buildings

- Building form and scale should be compatible with Oak Hills Apartments and other nearby residential units.
- Fabric awnings should be considered at commercial storefronts to provide color, visual interest and pedestrian protections.
- Balconies to provide scale and to add variety to the facades are required.
- Entries should be related to streets and clearly delineated internal pedestrian ways. Multiple entries to establish the impression of a number of smaller buildings are preferable to fewer entries serving large number of units.

3. Landscaping

- Landscape design should be informal in character and relate to the Ambrose Park and the Delta DeAnza Regional Trail landscaping.
- Landscape screening should be provided along Highway 4 parcel edges.

E. Financial Terms

The following is an outline of general terms and conditions for the County's financial participation in the planned residential project for the subject site. These parameters would provide the basis for drafting appropriate sections of a DDA.

Developer Requirements

- Developer assumes all development costs including without limitation: acquisition of property, relocation costs, entitlement costs, development costs, and financing costs. The developer will pay full property taxes and all standard governmental fees. Any costs incurred by the County for the pre-development materials (e.g., maps, County documents, etc.), development, inspections, or marketing and management shall be reimbursed by the developer.
- Developer is fully capitalized for all private development.
- Developer assumes the risk for all upfront entitlement costs.

County Participation

- County will consider selling its owned property to the developer under terms necessary to assure financial feasibility, subject to independent verification of the developer's economic justification.
- County can assist with identifying financing (i.e., issuance of private activity bonds, other subordinate funding, etc.) for the project.
- The proposed development will be subject to prevailing wage requirements.

F. Public and Private Investments in the Area

The County has made and are expected to continue making significant investments in the Pittsburg/Bay Point area. The County Board of Supervisors approved the Pittsburg/Bay Point BART Station Area Specific Plan, which envisions high-density residential, office, commercial and mixed use development in the area surrounding the BART Station. The County Board of Supervisors also approved the Bay Point Planned-Unit District rezoning for the area. This zoning program allows for a more streamlined development process.

Community Infrastructure Improvements

The County is currently in the implementation stage of the Pittsburg/Bay Point BART Station Area Specific Plan. Implementation of the Specific Plan involves planning for the Residential Mixed Use area along Bailey Road across from the BART Station and Commercial Mixed Use development along Willow Pass Road. Implementation tasks also include road beautification plans for Bailey Road and Willow Pass Road, within the plan boundaries. Improvements to Bailey Road, fronting the project were completed in the last few years. Future improvements to Bailey Road, north of State Route 4 are in the design stage, with construction anticipated in the near term.

IV. Submission and Selection Process

This section provides detailed information on the procedures, requirements, schedule and criteria for selecting a master developer to undertake the development of the Orbisonia Heights site. The County encourages all qualified developers to provide concise submissions which provide sufficient detail to enable the Selection Committee's evaluation of the developers' expertise and financial capacity.

A. RFQ/RFP Process

The purpose of this solicitation process is to select a qualified developer with proven experience, financial resources and professional expertise to deliver high quality, transit-oriented, residential mixed-use development for the Orbisonia Heights site. The process will be conducted in two phases, first with a Request for Qualifications and then a Request for Proposals. The County anticipates that it will enter into exclusive negotiations for development of this site, culminating in a Disposition and Development Agreement with the selected developer.

The County has the sole authority to select the developer for the Orbisonia Heights Site. An Selection Committee has been appointed to advise the County and County during the developer selection process. County staff, led by Maureen Toms, Deputy Director of the Department of Conservation and Development will be responsible for overall project administration. In addition, the County will utilize, as necessary, consulting services for real estate economics and assistance in the evaluation of development proposals.

The Committee (see Section I.B) will be responsible for review of both the developer qualifications and development proposal. In the Request for Qualifications phase, the Committee expects to recommend several of the most highly qualified developers to proceed onto the Request for Proposal phase. In this second phase, the Committee may hold informational sessions with developer team representatives to assist them in preparing responsive proposals. A record of these sessions and the information they generate will be shared with the other proposers.

Once the solicitation process has begun (after the release of the RFQ/RFP), developers are cautioned not to undertake any activities to promote or advertise their development proposal except in the course of County-sponsored presentations. Other than discussions with County staff (which are encouraged), developers are not permitted to make any direct or indirect contact (through others) with members of the Contra Costa County Board of Supervisors or the Selection Committee concerning their proposal, except in the course of County-sponsored discussions. Developers may request a County-sponsored discussion with an elected official on a key topic of concern by submitting a request in writing e-mail to Maureen Toms at the contact information provided in Section C below. County staff will provide a synopsis of all discussions with potential proposers and distribute synopses to all interested parties. Violation of these rules may result in disqualification of the developer.

B. RFQ Submission Requirements

Each developer response to the RFQ should include:

1. Cover Letter
2. Identification of Development Team
3. Qualifications and Experience in Mixed-Use Development/Transit-Oriented Development
4. Evidence of Financial Capacity
5. References
6. Initial Project Concept Based on Developer Experience with Comparable Developments

Each of these items is further described below.

1. Cover Letter

The submission must contain a cover (or transmittal) letter signed by the “team representative,” the person authorized to represent and negotiate on behalf of the development company. The letter should state the legal name and form of the development company, as well as provide the mailing address, phone numbers and e-mail address of the team representative. It should also state that the team agrees to the conditions of the County’s RFQ/RFP requirements, as described in this solicitation.

2. Identification of Development Team

The submission must identify the developer and all members of the development team, including the legal nature of the firms and their relationship to each other, any joint venture partners, and the nature of the partnership interests:

- Identify the development entity’s name, street address, telephone number, fax number and e-mail address. Specify the legal form of the organization (e.g. corporation, partnership, joint venture, other) and the date the organization was formed.
- Indicate the name of the “team representative” who has the authority to represent and make legally binding commitments on behalf of the development entity, and be ultimately responsible for negotiating the DDA with the County.
- Indicate the name of the “project manager” (if different from above).
- List all officers, partners or owners of the development entity by name, title and percentage of ownership.
- Provide names, addresses, telephone numbers, fax numbers and e-mail addresses of all team members. At a minimum, provide this information for the team representative, project manager (if different from team representative) and architect.
- Provide organizational chart(s) clearly indicating legal and managerial relationships among team members, proposed management structure and role of each individual on the development team.
- List whether development entity or team members are wholly or partially minority-owned, women-owned or veteran-owned.

3. Qualifications and Experience in Residential Mixed-Use Development/Transit-Oriented Development

The submission must describe the developer's previous relevant project experience for each principal, partner or co-venturer participating in the development:

- Include a one page summary description of the qualifications and experience of each team member (supplemental information and/or brochures may be included at the end of the response).
- Provide professional resume of the team representative and project manager (if different from the team representative) indicating qualifications and experience.
- Include up to a one page description of each partner, principal or co-venturer's recent development experience. This development experience should include developments that are similar to the kind of development being proposed in the RFQ/RFP in the last ten years.
- Provide the following information for comparable developments, preferably public/private partnerships, developed by the development team in the last five years:
 1. Description of each development including location, land uses by square feet, number of housing units, site plan and elevation, total development cost, construction schedule, completion date, and current occupancy levels.
 2. Photograph(s) for each development, showing the project upon completion, or if the project is currently in process, graphic representations such as conceptual plans and/or renderings.
 3. Respective roles of the proposed Orbisonia Heights development team members.
 4. Financing structure, including a description of how critical issues were resolved during the negotiation process.
 5. Description of participation or negotiations with a public agency, including key accomplishments during the entitlement process.
 6. Reference(s) for each comparable project.

4. Evidence of Financial Capacity

Submittals should provide evidence that the development entity has the financial capacity to purchase the property from the County and carry out the proposed project including:

- Financial Statement of the development company, or its principal component(s), for the two most recent calendar years or fiscal years (audited statements are preferred, if available). If not included in the notes of the balance sheet, please attach a list of all outstanding long term debt including the name of lender, amount and date due. If the lead development company is also a subsidiary, please also provide the financial statements of the parent company.
- Letter(s) from lender(s) outlining terms and conditions of previously financed developments, the developer's performance on the financing, as well as confirming the developer's financial capacity to undertake and complete a project of a similar scale to the Orbisonia Heights site.
- Any additional evidence demonstrating that the development team has the financial capacity to develop this property.

5. References

All major development team members must provide references including names, addresses, phone numbers and a description of the firm's relationship to the reference. At a minimum, the developer must provide references from at least three financial institutions and at least two public agencies from which the developer obtained development entitlements for a large-scale development project. Public agency references may include redevelopment agencies as subordinate lenders.

6. Initial Project Concept Based on Experience with Comparable Developments

Submittals should include a concise narrative regarding the development team's initial project concept for the Orbisonia Heights site development, based on its experience with the comparable developments described in Section III above. Developers are encouraged to respond critically and creatively to the design criteria described in Section 3 of this solicitation. No site specific drawings or financial analyses are required to be submitted in response to the RFQ. Submittals should also include the following:

- Residential Project: Indicate the approximate number of units the team proposes to construct, delineated by the type of units (i.e. apartments, condominiums, townhomes, etc.), percentage of below market rate units and estimated size of units.
- Non-Residential Uses: Indicate the type of non-residential amenities the team may include in the development plan, such as neighborhood-serving retail, child care center, recreational facilities, etc.
- Ambrose Park: Indicate how the initial project concept incorporates the adjacent Ambrose Park.

C. RFP Submission Requirements

Only those qualified developers notified by the County, in writing by mail or by facsimile, shall submit an RFP package. Following action by the County and written notice to proceed, developers selected in the first phase of the developer selection process will be given approximately 8 weeks to prepare a complete development proposal. Developers will be scheduled to meet with County staff as soon as notified that they are pre-qualified, in order to discuss potential development components, submission requirements and selection criteria.

The Selection Committee and County staff will review carefully the responses to the RFP. During this review period, the County may request that developers clarify, supplement, modify or provide additional information regarding various aspects of the information submitted. The County may also conduct interviews, if appropriate, or ask development teams to make a presentation to the County Board of Supervisors.

The County, after receiving the advice of the Selection Committee, intends to select a single developer/operator team to enter into an exclusive right to negotiate a DDA. An alternate developer may also be designated, and this alternate developer would have the opportunity to proceed should negotiations with the first developer prove unsuccessful. As noted previously, any or all offers may be rejected at the discretion of the County.

Each developer response at the RFP stage should include:

1. Cover Letter
2. Any Proposed Modifications to Development Team

3. Narrative Description of Project Concept
4. Graphic Presentation of Project Concept
5. Proposed Management Approach and Schedule of Performance
6. Description of Project Financing and Site Acquisition or Lease

Each of these submittal requirements is further described below.

1. Cover Letter

The submission must contain a cover (or transmittal) letter signed by the person authorized to negotiate on behalf of the developer. The letter should state the legal name and form of the development company and the name of the chief negotiator who will bind the development team during the Exclusive Right to Negotiate and DDA process.

2. Any Proposed Modifications to Development Team

The submission must contain any proposed modifications to the development team, team representative, project manager or organizational structure. If new team members have been added, then the proposal should include relevant information for each new member, as described previously in Sections 2 and 3 of the RFQ request.

3. Narrative Description of Project Concept

All proposals must include a written description of the proposed development concept, including proposed uses and scale of development (e.g., the number and type of land uses, square feet and type of residential and commercial space, and related information). The written description should also contain information depicting the proposed character and quality of the development. The County strongly encourages innovative responses to the goals and design criteria described in Section III of this solicitation.

4. Graphic Presentation of Project Concept

All proposals should include a graphic description of the proposed development consisting of a site plan, massing diagram and illustrative rendering. The plans should reflect excellence in architectural design, promote an active street frontage and encourage people to live in this area. (Final development and architectural plans will be subject to review and approval by the County during the Exclusive Right to Negotiate period.)

All drawings must be 24" by 36" blackline prints, laid out horizontally. Ten (10) sets are required. In addition, one reduced (11" x 17") shall be submitted. The proposal must include the following:

- Site plan at a scale of 1" to 40'. Site plan should illustrate proposed building(s) locations, parking, landscape and hardscape areas, finished floor and roof elevations, and must be fully dimensional. Surrounding streets should be shown for reference.
 - NOTE: The Site Plan will be considered a Conceptual Plan and will be subject to adjustment and County approval once a developer has been selected and the details of the project are finalized through the negotiation process.
- Tabulations in square footage and percentages of the following must be shown on the site plan:

(1) building footprint and landscaped and hardscaped areas; (2) individual building tabulations depicting gross floor area and gross leasable floor area as well as use; and (3) parking spaces by standard, compact, disabled and loading spaces.

- Massing Diagram: A massing diagram that illustrates the proposed development and indicates the height of the roof, step backs in height, height of parapet.
- Rendering: A rendering of the proposed development from Bailey Road that illustrates the proposed design and shows the proposed treatment of the building facades.

5. Proposed Management Approach and Schedule of Performance

Proposals must describe the management approach proposed by the developer for the Orbisonia Heights site, specifically describing the proposed relationship with the County:

- Describe how the DDA would be negotiated and culminate in a completed development.
- Describe how the Development Concept will be refined and entitled.

The proposals should include a proposed development schedule, assuming a 180 day period for negotiating the DDA with the County. The preliminary schedule should include items pertaining to the possible conveyance of the property and/or access to the various portions of the site on a phased basis, if desired. Also include a preliminary construction schedule. These items will be more fully addressed in the DDA that will be the ultimate contract between the developer and the County. The proposed schedule should include the time required to:

- Prepare design documents and obtain development approvals.
- Inspect and complete due diligence investigations of the site.
- Purchase or lease the property.
- Comply with NEPA and CEQA as needed.
- Prepare working drawings/construction specifications and obtain building approvals.
- Obtain construction/permanent financing.
- Start and complete construction of improvements.
- Complete occupancy, lease-up and sale period.

The timelines must include the proposed phasing of this project by use. The phasing plan should be based upon project design and market considerations.

6. Description of Project Financing and Site Acquisition

The proposals must include an estimate of total project development costs and a financing plan for the proposed project. Proposals must contain a pro forma analysis of gross and net operating income, both during the initial lease up/sales period, and after full occupancy is achieved. Developers should prepare annual schedules of estimated cash flows during the first ten years of the project, with all assumptions clearly noted. (A shorter time period may be used for residential sales products.)

Proposals should identify the amount of debt and equity financing needed to develop the project and sources available to provide such financing. In order to establish and justify the developers' pro forma and cash flow assumptions, a concise justification of the assumed pricing, rent and absorption schedule must be included in the submittal.

The proposal must include the price the developer is seeking to pay for the land or the ground lease. However, the final purchase price or lease terms for the land will be subject to business terms and final negotiations of the DDA Proposals.

The proposal must contain the developer's proposed financial terms for County participation with this project. The proposal should also present the number of spaces and development cost of any privately dedicated parking to serve the residential and commercial components and indicate how these spaces will be financed. The County reserves the right to establish final terms of the financial agreement during negotiations with the selected developer.

D. Submission Schedule and Procedures

1. Request for Qualifications

Developers will be given until February 3, 2017 to prepare their Statement of Qualifications. County staff and the Selection Committee will carefully review the Statement of Qualifications and may contact or meet with any or all of the developers to obtain additional information and/or clarify the submittals. After evaluating all responses, the Selection Committee will recommend a limited number of the most highly qualified developers participate in the second phase of the developer selection process.

Interested developers should mail or deliver EIGHT (8) bound copies and ONE (1) unbound camera-ready original of the Statement of Qualifications to the County for receipt no later than the date and time indicated in the transmittal letter that is included on the first page of this RFQ/RFP. Submittals should be sent to:

Maureen Toms, Deputy Director
Contra Costa County Department of Conservation and Development
30 Muir Road
Martinez, CA 94553
Phone: 925-674-7878
Fax: 925-674-7251
Email: maureen.toms@dcd.cccounty.us

Developers who wish to discuss the submission requirements, development concepts and/or selection criteria may schedule meetings with County Staff by contacting Maureen Toms.

2. Request for Proposal

Developers will be given approximately eight weeks from written notification by the County indicating that they are pre-qualified to submit a development proposal. As with the first stage submittals, County staff and the Selection Committee will analyze the proposals, request written clarifications, as needed, and may interview any or all of the developers. After evaluating the proposals, the Selection Committee will recommend the most highly qualified development team or teams to the County Board of Supervisors. The developers with the top-ranked proposals may be invited to make presentations to the County Board of Supervisors. The County Board of Supervisors will make the final selection and authorize an Exclusive Right to Negotiate with the selected development team. The County may also designate an alternate team for potential future consideration, should negotiations with the first team not culminate in an agreement.

Pre-qualified developers should mail or deliver EIGHT (8) bound copies and ONE (1) unbound camera-ready original of the Proposal for receipt no later than the date and time indicated in the transmittal letter that is included on the first page of this RFQ/RFP. Proposals should be sent to:

Maureen Toms, Deputy Director
Contra Costa County Department of Conservation and Development
30 Muir Road
Martinez, CA 94553
Phone: 925-674-7878
Fax: 925-674-7251
Email: maureen.toms@dcd.cccounty.us

3. Timetable

The tentative timetable for the developer selection process is as follows:

RFQ/RFP Released	December 29, 2016
Informational Meeting for Interested Developers	January 26, 2017
RFQ Submittals Due	February 3 <u>17</u> , 2017
Selection Committee requests RFP from short-listed developers	February 24 <u>March 17</u> , 2017
RFP Submittals Due	April 21 <u>May 17</u> , 2017
County Board of Supervisors Selection of Finalist	May 23 <u>June 20</u> , 2017

The precise submittal due date, time and instructions are included in the cover letter to this RFQ/RFP.

The County may amend this schedule with written notice to all proposers.

E. Selection Criteria

1. RFQ Selection Criteria

The County will use the following set of criteria to fairly evaluate the Statements of Qualifications:

- Quality of overall developer or team qualifications.
- Developer's financial strength and current relationship with financing sources.
- Previous experience with comparable high density and transit-oriented development projects and timeliness of project completion.
- Project Manager's qualifications and experience with comparable projects.
- Capacity and creativity in meeting County's goals and/or County's design criteria.
- County and County goals for minority, women and veteran owned businesses.
- Team's local development and management experience.

2. RFP Selection Criteria

The County will use the following set of criteria to fairly evaluate the Proposals:

- Quality and completeness of proposal.
- Creativity of the design proposal and the developer's proven ability to effectively meet the County's goals, land use designations and design criteria. (The County welcomes design proposals that exceed the design criteria and/or sufficiently describe why they cannot be addressed.)
- Demonstration of financial viability, indicating feasible project economics, including market and pro forma analyses as well as developer financial capability to execute the proposal.
- Favorable business terms and development schedule.

F. Limitations and Waiver of Protest

The following limitations apply to the RFQ/RFP process:

- The final selection shall be made at the sole discretion of the County. The County is under no obligation to select any set of qualifications or proposals submitted, and may at its discretion reject any or all submissions. The final selection will not require competitive bidding.
- All materials submitted become the property of the County.
- The selected developer will be responsible for obtaining development approvals from the County. The County will provide the developer with a reasonable option period to obtain development approvals. The County makes no guarantee about the county granting the requested development approvals.
- The County will not pay any commission to a buyer's broker.
- The County reserves the right to select and compose a development team from those firms that respond to the RFQ.
- Selection of a development team in no way obligates the County to enter into a DDA with the selected developer.
- All off-site and in-site preparation costs will be at the sole cost and expense of the developer, including, but not limited to gas, water, electric and sanitary sewer services, storm drainage, access, gradating, flood mitigation and development impact fees.

By submitting a response to this RFQ/RFP, each proposer expressly waives any and all rights that it may have to object, protest or seek any legal remedies whatsoever regarding any aspect of this request, the County's selection of a developer, the County's rejection of any or all submittals, and any subsequent agreement that might be entered into as a result of this Request. Each proposer acknowledges, by submission of a response that it is aware of and is voluntarily relinquishing its rights to object, protest or judicially challenge the solicitation, evaluation and award process as described above.

G. Resources

Interested parties can review the following documents via the County's website or in person at the County offices:

- Pittsburg/Bay Point BART Station Area Specific Plan, including Appendix B
- Pittsburg/Bay Point BART Station Area Specific Plan Environmental Impact Report
- Contra Costa County General Plan
- Contra Costa County Zoning Ordinance
- West Pittsburg (Bay Point) Redevelopment Project Area Plan
- Market Overview and Assessment of Development Opportunities for the Pittsburg/Bay Point Specific Plan Study Area

If interested in reviewing these documents, please visit the County website at:

<http://www.cccounty.us/6413/Development-Opportunities> or make an appointment with Maureen Toms at 925-674-7878 or maureen.toms@dcd.cccounty.us .

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